

Transportation Association of South Carolina

Annual Training Conference

Transit Planning 101

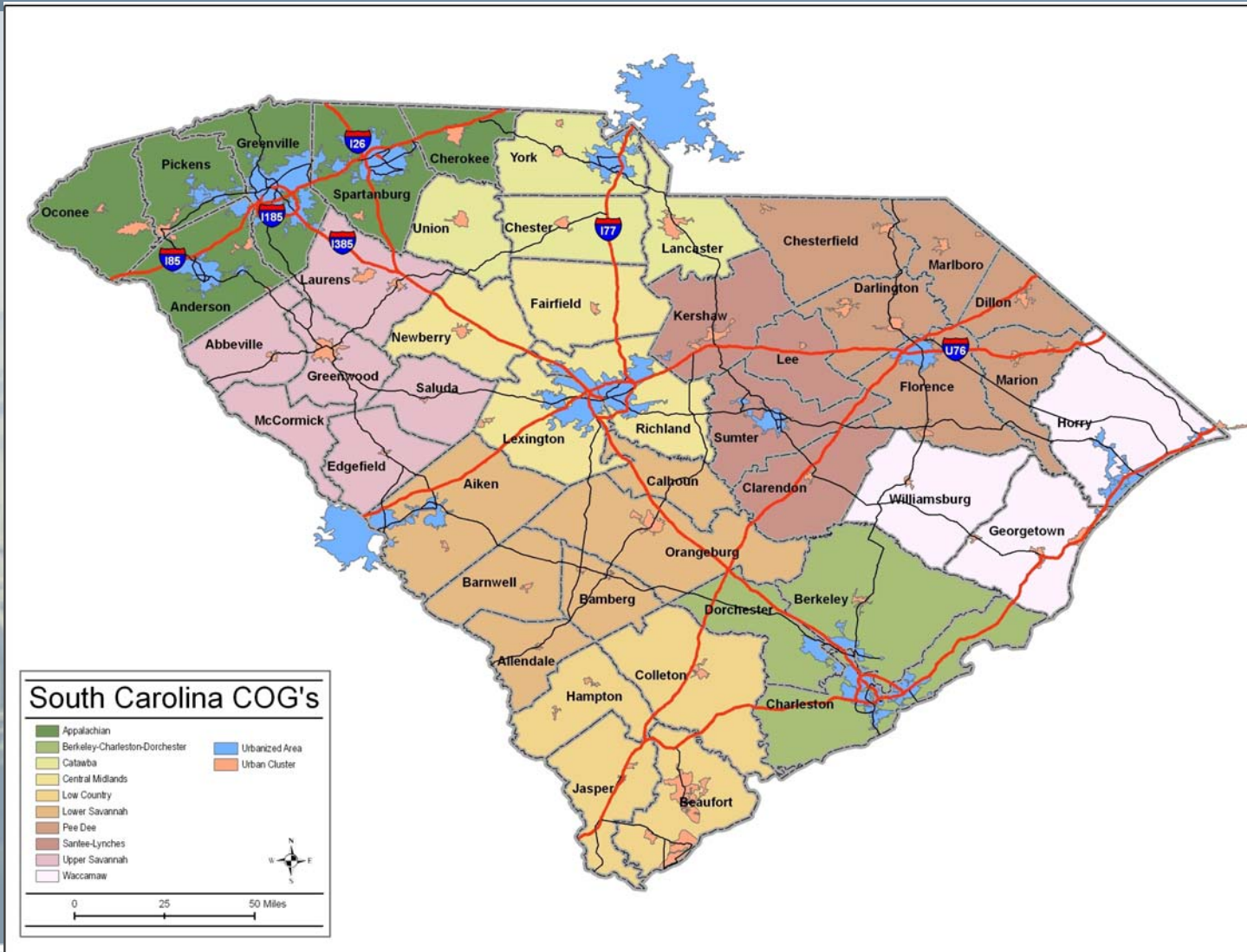
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Planning Boundaries



Questions

- Who makes transportation planning decisions in your area?
- Do you know how those decisions are made?
- Do you understand the decisions that are made?

Metropolitan Planning Organizations (MPOs)

**“The forum for cooperative transportation
decision making for the metropolitan
planning area”**

Source: 23 CFR Part 450.104

What do MPOs do?

- Carry out the metropolitan transportation planning process in cooperation with the State DOT(s) and transit operators
- Determine responsibilities in concert with the State DOT(s) and transit operators
- Cooperatively develop, update, and approve:
 - Unified Planning Work Program
 - Transportation Plan
 - Transportation Improvement Program

Non-Metropolitan Consultation

With respect to non-metropolitan areas, the long range transportation plan and the transportation improvement program shall be developed in consultation with affected local officials with responsibility for transportation.

Federal Regulations

What are the Metropolitan Planning Products Required by Law and Regulation?

- Unified Planning Work Program (UPWP)
- Long-Range Transportation Plan (LRTP)
- Transportation Improvement Program (TIP)

Unified Planning Work Program (UPWP)

- ☐ Lists the metropolitan area's one-year program of planning studies
- ☐ Identifies sources of funding, schedules and responsible agencies
- ☐ Coordinates the planning undertaken by all participants in the regional process
- ☐ Clarifies the tasks the MPO will undertake to meet their planning requirements and required documents

Long Range Transportation Plan

- ☐ Documents conclusions and decisions of the planning process
- ☐ Includes long-term and short-term policies, strategies and actions
- ☐ Covers both capital projects and operating strategies
- ☐ Includes preservation of the existing system, system expansion and operation
- ☐ Addresses the movement of both people and goods

Requirements for the LRTP

- At least a 20-year horizon at time of adoption
- Updated every 5 years
- Multi-modal coverage
- Conformity with air quality requirements
- Fiscal constraints
- Early and continuous public involvement

Transportation Improvement Program (TIP)

- Programs transportation funds for projects and programs
- Lists projects to be implemented within 3-5 years
- Includes all regionally significant projects – regardless of funding source in non-attainment and maintenance areas
- Identifies funding for each project by funding source

Requirements for the TIP

- Covers at least 3 years
- Is updated every year
- Is consistent with approved Transportation Plan
- Conforms to air quality requirements
- Is financially constrained by year
- Is approved by MPO and Governor
- Becomes part of the State Transportation Improvement Program (STIP)

The National Environmental Policy Act of 1969

- ☐ Created additional process requirements:
 - ☐ Consideration of social, economic and environmental impacts in decisions
 - ☐ Consideration of alternatives
 - ☐ Additional public involvement
- ☐ Mandated environmental documents

The 1970 Clean Air Act and Amendments (CAAA)

- Established national ambient air quality standards (NAAQS)
- Require State Implementation Plans (SIPs) for air quality
- Require conformity of transportation plans and programs with SIPs
- Involves interagency consultation

Project Eligibility

Project Eligibility

- Is your project consistent with the approved LRTP?
- Is your project identified in a metropolitan TIP? *Not applicable in rural areas.*
- Is your project identified in a federally-approved STIP? *Applicable in all areas.*

Amendments to the STIP

- Adding a new project.
- Deleting a programmed project from the TIP.
- Adding new, unprogrammed funds regardless of the source.
- Significantly increasing the cost of any phase of any project listed in the current TIP.

Amendments to the STIP (cont.)

- Changing a project description/scope or introducing any other change that is inconsistent with the NEPA documentation or will alter the NEPA determination.
- In air quality non-attainment and maintenance areas:
 - *Changing a project description/scope or introducing any other change that alters the approved Air Quality conformity finding.*
 - *Moving a project from year to year within a TIP period if the move crosses an Air Quality Horizon year.*

Adjustments to the STIP

- Adding a prior phase to a programmed project.
- Moving programmed funds between programmed projects.
- Moving a project from year to year within a TIP period provided that, in air quality non-attainment and maintenance areas, the move does not cross an Air Quality Horizon year.
- Minimally increasing the cost of any phase of any project listed in the current TIP.

Adjustments to the STIP (cont.)

- Changing a project description/scope if:
 - the change does not necessitate revising the NEPA documentation or will not alter the NEPA determination or
 - in air quality non-attainment and maintenance areas, the change does not require a new Air Quality conformity finding.

Transit Alternatives: Planning and Development



Factors Considered in an Evaluation of Alternatives

- Effectiveness
- Efficiency
- Equity
- Feasibility
- Environmental Impacts
- Sensitivity Analysis

Effectiveness : How well do the alternatives work?

- To what extent does each alternative address the problem?
- How well does each support the agency's goals and objectives?

Efficiency: Is the juice worth the squeeze?

- Do the benefits of an alternative justify its costs?
- How great is the return on the investment?



Equity: Are the benefits and costs distributed fairly?

- Do all members of the community receive proportionate benefits?
- Do some community members pay a disproportionate cost?
- Do some community members incur disproportionate impacts?
- How do you measure equity?

Environmental Impacts

- Social Impacts
 - Community and neighborhood disruption
 - Access to community facilities
 - Safety and security
 - Relocations
- Cultural and historic resources
- Air quality
- Noise & vibration
- Floodplains and wetlands
- Endangered species

Feasibility: Is it practical?

- Do we have the funds?
- Are there legal or administrative barriers?
- Do implementing agencies have appropriate staff resources?
- Is there political and/or community support?

Sensitivity Analysis: What happens if the forecast is inaccurate?

- How confident are we in our assumptions and forecasts?
- How much do the outcomes change if the assumptions and forecasts change?

Facilities Planning

- If your project involves construction of a new bus or multimodal facility, does the project result from a defensible planning study?



Facilities Planning

(Continued)


- Is your project compliant with NEPA (National Environmental Protection Act of 1969)?
 - Categorical Exclusion (Class IIC or IID)
 - Class IID Worksheet
 - Finding of No Significant Impact (FONSI)
 - Environmental Assessment
 - Record of Decision (ROD)
 - Environmental Impact Statement
- Is your project demonstrating or otherwise exempt from air quality conformity?

Facilities Planning

(Continued)

- Have you followed proper public involvement procedures in developing your project?
- ☐ Is your project eligible for Pre-Award Authority? Letter of No Prejudice (LONP)?

Transit Facility Types

 FTA Circular 9300.1A, Chapter III

- **Transit Operations Support Facilities**
 - Administrative Office Buildings
 - Maintenance Buildings, Garages, Storage Facilities
- **Passenger Amenities Extending Transit into Community, Environment**
 - Intermodal Centers/Multimodal Centers
 - Bus/Rail Transit Stations and Terminals
 - Bus Shelters
 - Park-and-Ride Lots

Planning for Transit Operations Support Facilities

📖 FTA Circular 9300.1A, Chapter III

- **Evaluate existing facilities:**
 - Adequate condition?
 - Suitable for anticipated administrative, maintenance functions?
- **Develop criteria for identifying alternative sites**
- **Identify alternative sites in area based on criteria and availability**
- **Final Site Selection, Preliminary Conceptual Design**
- **Project Staging & Financing Plan**
- **Environmental Documentation**

Planning for Passenger Amenities: Transportation Centers & Transfer Facilities; Park-and-Ride

📖 FTA Circular 9300.1A, Chapter III

- **Analyze existing transit demand, relationship with other modes**
- **Evaluate existing transfer facilities/transit network:**
 - Suitable for current, anticipated transit needs?
- **Develop criteria for identifying alternative sites**
- **Identify alternative sites in area based on criteria and availability**
- **Final Site Selection, Preliminary Conceptual Design & Cost Estimate**
- **Project Staging & Financing Plan**
- **Environmental Documentation**

Transit Facility Project Eligibility:

“The Transit Footprint”

📖 FTA Circular 9300.1A, Chapter III

- ◆ “Transit-Related”
 - ◆ Elements of project most physically and functionally related to transit
- ◆ **Elements directly related to transit**
 - ◆ FTA supports up to 80% of project cost
- ◆ **Elements indirectly related to transit**
 - ◆ Grantee needs to provide justifying documentation:
 - ◆ Cost Allocation Plan
 - ◆ Joint Development Plan
 - ◆ FTA determines eligible project cost, supports up to 80% of this cost
- ◆ **Elements with no clear physical or functional relationship to transit**
 - ◆ Grantee finds alternative funding sources

Financial Planning



Why do it?

- Ensure realistic plans and programs through the LRTP and TIP processes
- Identify funding shortfalls and establish strategies to overcome shortfalls
- Meet Federal requirements

Fiscal Constraint and the LRTP

- Include a financial plan demonstrating consistency with available and projected revenues
- Identify proposed new revenue sources and strategies to ensure their availability

Fiscal Analysis for the LRTP

- ☐ Estimate costs
- ☐ Establish revenue baseline
- ☐ Compare revenues with costs
- ☐ Evaluate new revenue sources, if needed

Fiscal Constraint and the TIP

- Be financially constrained by year
- Demonstrate which projects can be implemented with current revenue sources
- Identify strategies for ensuring the availability of new funding sources
- In non-attainment/maintenance areas, only projects with available or committed funding can appear in first 2 years of TIP

Fiscal Analysis for the TIP

- Projects matched with revenue sources on a year-to-year basis



Flex Funding

- Flex funding transfers are permitted only for projects contained in an approved TIP/STIP.
 - When a project containing the appropriate information regarding a proposed flex is included in an approved TIP, the funds can be flexed without any further adjustment or amendment.
 - If the project is not already in the TIP, it must be added by the submittal of an amendment.
 - If the project exists in an approved TIP but does not contain the appropriate information regarding the proposed transfer, the transfer must be documented by an administrative adjustment.

Transit Development Plans (TDPs)

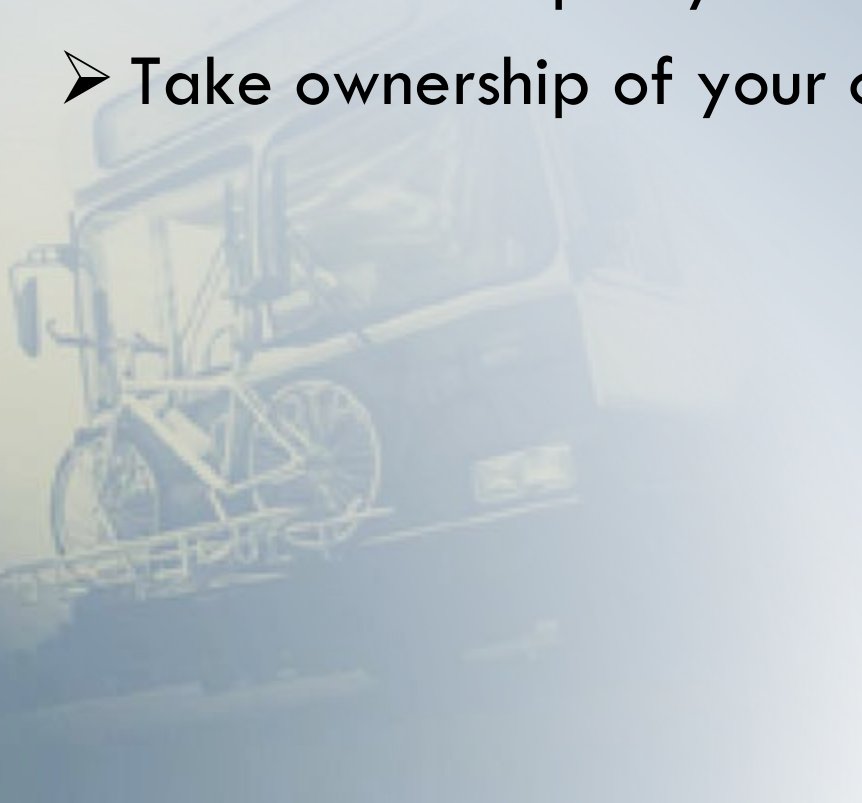
- Short-term
- Based on needs vs. available resources
- Service and routing
- Capital (facilities and vehicles)
- Operations and maintenance
- Financial

Statewide Planning Initiatives

- Statewide Multimodal Plan
- Statewide Transit Plan
- Statewide Coordination Plans
- Statewide Rail Plan
- Statewide Return-on-Investment Study

Closing Remarks

- Know your area's planning process
- Take ownership in your area's planning process
- Take ownership of your own planning process



Contact Information



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